

Archana Telugu

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PROFILE

A business student with bachelors in business administration actively seeking for opportunities and resources relating to the fields of Interest. The goal is to make the best use of the acquired skills and expertise by utilising passion for business, finance, HR, and corporate trends to deliver exceptional service by contributing to the success of the firm and to gain practical experience through this role.

EDUCATION

Manipal University Jaipur, India : Bachelor of Business Administration (online mode)

FrankFinn institute of Airlines, Tourism and hospitality, Hyderabad : Diploma in ATH

Lovely Professional university, Punjab, India : Bsc biotechnology, Bsc ATH (attended)

Sri Chaitanya Junior College, Kakinada, India : Biology, Physics and Chemistry. Grade : 81.2%

Akshara School NFCL township, Kakinada, India : CBSE Board, Grade : 9.2/10

SKILLS

Technical : Ms excel, Ms PowerPoint, Bloomberg terminal, SQL, financial and data analysis, financial valuation, DCF analysis, financial accounting, cash flow analysis, bookkeeping, risk assessment, Quantitative and Quantitative research.

Soft skills: Cross cultural team collaboration, communication, analytical skills & HR management

Languages: Telugu, English, Hindi, Japanese

COURSES AND CERTIFICATION

- **Bloomberg market concepts** : Gained hands on experience using the Bloomberg Terminal, learnt about economic indicators, financial markets, fixed income and equities and received BMC certificate
- **Coursera certifications**: Fundamentals of financial analysis - London business school, Behavioural finance - Duke University, Data analytics - Google, Microeconomics - University of Pennsylvania
- **Forage certification**: Investment banking simulation by J.P. Morgan and Bank of America

ACTIVITIES

Harvard project for Asian and international relations (HPAIR), 2025 : Selected as a delegate for the HPAIR Asian conference held at University of Tokyo

Bloomberg campus Immersion programme : Received Bloomberg BMC certificate, hands on experience using Bloomberg terminal and financial analyst certification issued by Manipal University Jaipur

Project UDAAN: Received certification and stipend for the advertising campaign project during Diploma at FrankFinn institute.

Volunteer work

- Bharat scouts and guides club (a non political secular organisation) member (2011 - 2012) and shramdaan volunteer (2013 -15)
- Raised funds for Communal Harmony, ITRRODDD and other organisations
- Public relations intern at NGO Badlav Seva Samiti for 3 months remotely (2022)